

## Home Security Checklist

### FRONT ENTRANCE

1. Is door itself of metal or solid wood construction?
2. Is doorframe strong enough and tight-enough to prevent forcing or spreading?
3. Are door hinges protected from removal from outside?
4. Are there windows in the door or within 40 inches of the locks?
5. Is door secured by a deadbolt lock with a minimum 1-inch throw?
6. Are strikes and strike plates adequate and properly installed with 3-inch screws?
7. If there are no windows in door, is there a wide-angle viewer or voice intercom device?
8. Can the lock mechanism be reached through a mail slot, delivery port or pet entrance at doorway?
9. Is there a screen or storm door with an adequate lock?
10. Is exterior or front entrance lighted with at least a 40-watt light?
11. Can front entrance be observed from street or public areas?
12. Does porch or landscaping offer concealment from view from street or public areas?

### SIDE OR REAR ENTRANCE

13. Is door itself of metal or solid wood construction?
14. Is doorframe strong enough and tight enough to prevent forcing or spreading?
15. Are door hinges protected from removal from outside?
16. Are there windows in the door or within 40 inches of the locks?
17. Is door secured by a deadbolt lock with a minimum 1-inch throw?
18. Are strikes and strike plates adequate and properly installed with 3-inch screws?

### SIDE OR REAR ENTRANCE

19. Can the lock mechanism be reached from outside through a delivery port or pet entrance?
20. Is the exterior of the doorway lighted by at least a 40-watt bulb?
21. Is doorway concealed from street or neighbors view by porch, fence, or landscaping?
22. Does doorway have screen or storm door with adequate lock?
23. If door is sliding glass door, is the sliding panel secured from being lifted out of the track?
24. Is a "charley-bar" or key-operated lock used on sliding glass door?

### ENTRANCES FROM GARAGE AND BASEMENT

25. Are all entrances to living quarters from garage and basement of metal or solid wood construction?
26. Does door from garage to living quarters have locks adequate for exterior entrance?
27. Does door from basement to living quarters have an adequate lock operated from living quarters side?

### GROUND FLOOR WINDOWS

28. Do all windows have adequate locks in operating condition?
29. Do windows have screens or storm windows that lock from the inside?
30. Do any windows open onto areas that offer special risk to burglary?
31. If so, do these windows have security screens or grills?
32. Are exterior areas of windows free from concealing structure or landscaping?
33. Is exterior adequately lighted at all window areas?

### UPPER FLOOR WINDOWS

34. Do any upper floor windows open onto porch or garage roofs or roofs of adjoining buildings?
35. If so, are they secured as adequately as if they were at ground level?
36. Are trees and shrubbery kept trimmed back from upper floor windows?
37. Are ladders kept outside the house where they are accessible?

### BASEMENT DOORS AND WINDOWS

38. Is there a door from outside to the basement?
39. If so, is that door adequately secured for an exterior door?
40. Is outside basement entrance lighted by exterior light of at least 40 watts?
41. Is outside basement door concealed from street or neighbors?
42. Are all basement windows adequately secured against entrance?

### GARAGE DOORS AND WINDOWS

43. Is automobile entrance door to garage equipped with adequate locking device?
44. Is garage door kept closed and locked at all times?
45. Are garage windows secured adequately for ground floor windows?
46. Is outside utility entrance to garage as secure as required for any ground floor entrance?
47. Are tools, ladders and other equipment kept in garage?
48. Are all garage doors lighted on the outside by at least a 40-watt bulb?

# Neighborhood Watch Start Up Guide



## CRIME PREVENTION DIVISION



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## Starting a Neighborhood Watch

Neighborhood Watch, Block Watch, Town Watch, Apartment Watch, Crime Watch -- no matter what it's called, this is one of the most effective and least costly answers to crime.

Watch groups are a foundation of community crime prevention, they can be a stepping stone to community revitalization.

Phase One: Getting Started -- Meetings, Block Captains, and Maps

- ☐ Form a small planning committee of neighbors to discuss needs, the level of interest, possible challenges, and the Watch concept.
- ☐ Contact the local police or sheriffs' department, or local crime prevention organization, to discuss Neighborhood Watch and local crime problems. Invite a law enforcement officer to attend your meeting.
- ☐ Publicize your meeting at least one week in advance with door-to-door fliers and follow up with phone calls the day before.
- ☐ Select a meeting place that is accessible to people with disabilities.



☐ Hold an initial meeting to gauge neighbors' interest; establish purpose of program; and begin to identify issues that need to be addressed. Stress that a Watch group is an association of neighbors who look out for each other's families and property, alert the police to any suspicious activities or crime in progress, and work together to make their community a safer and better place to live.

Phase Two: When the neighborhood decides to adopt the Watch idea Elect a chairperson.

- ☐ Ask for block captain volunteers who are responsible for relaying information to members on their block, keeping up-to-date information on residents, and making special efforts to involve the elderly, working parents, and young people. Block captains also can serve as liaisons between the neighborhood and the police and communicate information about meetings and crime incidents to all residents. newsletter, telephone tree, e-mail, fax, etc.
- ☐ Prepare a neighborhood map showing names, addresses, and phone numbers of participating households and distribute to members. Block captains keep this map up to date, contacting newcomers to the neighborhood and rechecking occasionally with ongoing participants.
- ☐ With guidance from a law enforcement agency, the Watch trains its members in home security techniques, observation skills, and crime reporting. Residents also learn about the types of crime that affect the area.

☐ If you are ready to post Neighborhood Watch signs, check with law enforcement to see if they have such eligibility requirements as number of houses that participate in the program. Law enforcement may also be able to provide your program with signs. If not, they can probably tell you where you can order them.

☐ Organizers and block captains must emphasize that Watch groups are not vigilantes and do not assume the role of the police. They only ask neighbors to be alert, observant, and caring—and to report suspicious activity or crimes immediately to the police.

☐ The Watch concept is adaptable. There are Park Watches, Apartment Watches, Window Watches, Boat Watches, School Watches, Realtor Watches, Utility Watches, and Business Watches. A Watch can be organized around any geographic unit.

### Tips for Success

- ☐ Hold regular meetings to help residents get to know each other and to collectively decide upon program strategies and activities.
- ☐ Consider linking with an existing organization, such as a citizens' association, community development office, tenants' association, housing authority.
- ☐ Canvas door-to-door to recruit members.
- ☐ Involve everyone -- young and old, single and married, renter and homeowner.